

CONSTITUTION

Moose Lake Cottage Owners Association

(Adopted August 30, 2014)

1. Name

The name of the organization shall be, "The Moose Lake Cottage Owners Association", hereinafter referred to as the "Association" or "MLCOA".

2. Statement of Purpose

- a) The aim and purpose of the Association is to represent the Cottage Owners in
 - i) maintaining environmental and recreation qualities of Moose Lake Provincial Park
 - ii) advocating, when feasible, to sustain and enhance the intrinsic value of the cottage owners leased property, and other assets, within Moose Lake Provincial Park.
- b) The Association, through its officers represent any or all of its members in pursuing the aim and purpose of the MLCOA.
- c) The officers and directors shall perform their duties without direct financial or personal gain.
- d) Any profits of the Association shall be used in promoting its aim and objectives.

3. Eligibility for Membership

Members shall be:

- a) A cottage owner or co-owner, within the Moose Lake Provincial Park. The resort storeowner, and manager of Camp Moose Lake within the park may also be full members.
- b) Associate members. An associate member must be an immediate family member (18 years of age and over) endorsed by the cottage owner or co-owner member of the MLCOA.

Immediate family members consist of sister, brother, parent, children, grandchildren and in-laws.

Associate membership fees will be the same amount as for Cottage Owners.

Associate members are eligible to run for any Executive Committee positions.

The aforementioned are deemed members in good standing upon the purchase of a membership in the Moose Lake Cottage Owners Association for the current fiscal year.

All full memberships include spouses, including those person(s) with the legal entitlements of a spouse.

4. Voting

Each cottage will have one (1) vote.

Owners, co-owners, associate members or designated proxy may exercise that vote at annual or special meetings of the Association, providing the full member has a membership in good standing and has paid for his or her annual dues past and for the coming year.

Individuals acting in a proxy capacity must provide a written endorsement signed by the member of MLCOA who represents the cottage vote.

5. Officers and Directors

- a) The Officers of the Association shall include President, the immediate Past-President, Vice-President, Secretary and Treasurer.
 - i. The Past President has the option to decline to be an officer of the Association.
 - ii. The Past President has voice but no vote at executive committee meetings.
- b) Four (4) Directors, two (2) from each side of the lake, who are cottage owners, co-owners, or associate members shall be elected from the general membership for a term of two years, with the two remaining previous members serving the one remaining year in order to provide an over-lap of one year.

6. Executive Committee

The officers and directors of the Association shall constitute the executive committee of the Association, hereinafter called the "executive".

7. Election of Officers and Directors

The officers and replacement directors, with the exception of the immediate past President, of the Association shall be elected at the Annual General Meeting of the membership, by a majority vote of the membership attending the annual meeting.

Only one member or associate member per cottage is eligible to be elected or appointed to the executive committee.

8. Term of Office

All officers shall serve a term of one (1) year. All directors serve a term of two (2) years.

Should vacancies occur the Executive has the power to appoint a replacement member in accordance to the by-laws with exception of the president who is replaced by the vice-president.

9. Duties of Officers

9(a) Duties of the President

The President shall preside at all MLCOA meetings and executive committee meetings. The President shall perform all such other duties as may be assigned to the president by the executive or the membership. The president is an ex-officio member of any committee of the Association.

9(b) Duties of the Vice-President

The Vice-President shall, as necessary, perform the duties as president in the event of absence and shall perform any duties as assigned by the president, executive or membership.

9(c) Duties of the Past President

The Past President, if his or her option to serve is exercised, is a member of the executive for the purpose of providing past experience and knowledge to the executive.

9(d) Duties of the Secretary

The Secretary shall be responsible for all correspondence and records of the Association except those related exclusively to finance.

The Secretary shall:

- i) notify or cause to be notified, all members of the date, place and time of meetings.
- ii) perform such other duties as may be assigned by the President or the executive.

The Secretary shall be the custodian of all books, records and papers, etc. belonging to the Association, with the exclusion of those related

exclusively to finance, which property shall be delivered when authorized to do so by the resolution of the directors of the Association named in such a resolution.

The Secretary shall record all minutes of MLOCA general and executive meetings and shall be responsible for the distribution, including by, but not limited to, electronic means of the same, including any special information pertinent to General Meetings.

9(e) Duties of the Treasurer

The Treasurer shall be responsible for the receipt, deposit and disbursement and withdrawal of all association funds and shall render periodic financial statements to the Executive. The Treasurer shall furnish a written financial statement to the membership at its Annual Meeting. The Treasurer shall perform such duties as may be assigned by the President or the executive.

10. Signing Authority

a) Any withdrawal from the Association's Bank Account by cheque shall be signed by the Treasurer and one of two other officers or directors appointed by the Executive.

b) The President, or any other officer, specifically authorized by the executive, may sign any other document on behalf of the Association.

11. Fees and Dues

The membership fee shall be the amount approved by a majority at a duly authorized General Meeting of the Association and may be amended only by a General Meeting of the Association.

The membership year shall be stated in the Bylaws of the Association.

12. Governing Power

The powers of the Executive to govern shall be exercised through the By-laws of the Association. The executive, or any member, shall have the right to propose new bylaws or propose amendments to existing bylaws as it he or she considers to be necessary for the well being on the Association, subject to approval of the General Membership.

Each member must be notified of a proposed by-law change by mail or delivery, including by electronic means, at least two weeks prior to a General Meeting of the Association at which any such approval is to be ratified. Any changes in the Bylaws shall be effected only with the support of sixty percent (60%) of the votes cast by members present at the General Meeting.

13. Amendments to the Constitution

The provisions of the Constitution may be amended, appealed or re-enacted only by a General Meeting of the Association, providing that a notice of motion to amend has been filed with the Secretary at least thirty (30) days prior to such a meeting. Each member shall be notified in writing of any proposed change to the Constitution, and any such notice shall be mailed or delivered, including by electronic means, to each member not less than two weeks prior to the holding of a General Meeting. Any changes in the Constitution shall be effected only with the support of two-thirds (2/3) of the votes cast by members present at the General Meeting.

14. Effective Date

This Constitution shall come into force only when approved at a duly constituted General Meeting by a vote of at least two-thirds (2/3) of those members present.

This constitution is declared to be in force by the Executive Committee based on a vote at the general meeting of the MLCOA on the 30th Day of August 2014.



Verna Danylchuk, President



Dave Ennis, Secretary